

APPENDIX II

A. FEDERAL REGION IX REGIONAL RESPONSE TEAMS Roles and Responsibilities

National Oil and Hazardous Substances Pollution Contingency Plan (NCP)

Purpose - to provide the organizational structure and procedures for preparing for and responding to discharges of oil into or on navigable waters of the U.S., and releases of hazardous substances, pollutants and contaminants which may present an imminent and substantial danger to public health or the welfare of the United States.

Applicable to response actions taken pursuant to the authorities under CERCLA and CWA section 311, as amended.

Provides for:

- 1) The national response organization that may be activated in response actions, specifies responsibilities among the federal, state and local governments and describes resources that are available for response.
- 2) The establishment of requirements for federal, regional and area contingency plans; summarizes state and local emergency planning requirements under SARA Title III.
- 3) Procedures for undertaking removal actions pursuant to CWA section 311.
- 4) Procedures for undertaking response actions pursuant to CERCLA.
- 5) Procedures for involving state governments in the initiation, development, selection and implementation of response actions pursuant to CERCLA.
- 6) Listing of federal trustees for natural resources for purposes of CERCLA and the CWA.
- 7) Procedures for the participation of other persons in response actions.
- 8) Procedures for compiling and making available an administrative record for response actions.
- 9) National procedures for the use of dispersants and other chemicals in removals under the CWA and response actions under CERCLA.

NCP applies to and is in effect when the Federal Response Plan and some or all of its Emergency Support Functions (ESFs) are activated.

Regional Response Teams (RRT IX and RRT Oceania)

NCP dictates that the RRTs provide:

- 10) The appropriate regional mechanism for development and coordination of preparedness activities before a response action is taken and for coordination of assistance and advice to the federal OSC/RPM during such response actions.
- 11) Guidance to Area Committees, as appropriate, to ensure inter-area consistency and consistency of individual ACPs with the RCP and NCP.

Two principal components of the RRT mechanism are:

- 12) A standing team consisting of designated representatives from each participating federal agency, state governments, and local governments (as agreed upon by the states). The role of the standing RRT includes communication systems and procedures, planning, coordination, training, evaluation, preparedness, and related matters on a region-wide basis. It also includes coordination of Area Committees for these functions in areas within the region as appropriate.

- 13) An incident-specific team formed from the standing team when the RRT is activated for a response. Participation by RRT member agencies will relate to the technical nature of the incident and its geographic location. The role of the incident-specific teams is determined by the operational requirements of the response to a specific discharge or release. Activation and/or notification of the incident-specific RRT shall be determined by the designated RRT chair for the incident. The incident-specific RRT may be activated by the chair when a discharge or release:
- a. Exceeds the response capability available to the OSC/RPM in the place where it occurs;
 - b. Transects state boundaries;
 - c. May pose a substantial threat to the public health or welfare of the U.S. or the environment, or to regionally significant amounts of property;
 - d. Is a worst case discharge, as described within the NCP. RCPs shall specify detailed criteria for activation of RRTs; or
 - e. Upon a request from the OSC/RPM, or from any RRT representative, to the chair of the RRT.

The Standing RRT shall:

- 14) Recommend changes in the regional response organization as needed;
- 2) Revise the RCP as needed;
- 3) Evaluate the preparedness of the participating agencies;
- 4) Evaluate the effectiveness of ACPs for the federal response to discharges and releases; and
- 5) Provide technical assistance for preparedness to the response community.

The Standing RRT should:

- 15) Review and comment, to the extent practicable, on local emergency response plans or other issues related to the preparation, implementation or exercise of such plans upon request of a local emergency planning committee;
- 16) Evaluate regional and local responses to discharges or releases on a continuing basis, considering available legal remedies, equipment readiness, and coordination among responsible public agencies and private organizations and recommend improvements;
- 3) Recommend revisions to the NCP to the NRT, based on observations of response operations;
- 4) Review OSC actions to ensure that RCPs and ACPs are effective in the aftermath of an exercise or incident;
- 5) Encourage and assist the state and local response community to improve its preparedness for response;
- 6) In coordination with Area Committees and in accordance with any applicable laws, regulations, or requirements, conduct advance planning for use of dispersants, surface washing agents, surface collecting agents, burning agents, bioremediation agents, or other

chemical agents in accordance with Subpart J B A Use of Dispersants and Other Chemicals@ of the NCP;

- 7) Be prepared to provide response resources to major discharges or releases outside the region;
- 8) Conduct or participate in training and exercises as necessary to encourage and develop preparedness activities of the response community within the region;
- 9) Meet at least semiannually to review response actions carried out during the proceeding period, consider changes in the RCP, and recommend changes in the ACPs;
- 10) Provide letter reports on RRT activities to the NRT twice a year, no later than January 31 and July 31. At a minimum, reports should summarize recent activities, organizational changes, operational concerns, and efforts to improve state and local coordination; and
- 11) Ensure maximum participation in the national exercise program for announced and unannounced exercises.

The incident-specific RRT is activated for a discharge or release. Agency representatives shall meet at the call of the chair and may:

- 1) Monitor and evaluate reports from the OSC/RPM, advise the OSC/RPM on the duration and extent of response, and recommend to the OSC/RPM specific actions to respond to the discharge or release;
- 2) Request other federal, state or local governments, or private agencies, to provide resources under their existing authorities to respond to a discharge or release or to monitor response operations;
- 3) Help the OSC/RPM prepare information releases for the public and for communication with the NRT;
- 4) Submit pollution reports to the NRC as significant developments occur.

RRT Workplans: Each RRT has its own annual workplan and meeting schedule

Response Support/Oil Spill Protocols:

EPA or the USCG, as appropriate, is authorized to initiate, and in the case of a **discharge posing a substantial threat to public health or welfare of the United States is required to initiate and direct**, appropriate response activities when the Administrator or Secretary determines that **any oil or CWA hazardous substance** is discharged or there is substantial threat of such discharge from YY into or on Y., or that may effect natural resources belonging to, appertaining to, or under exclusive management authority of the United States.

EPA or the USCG, as appropriate, is **authorized to initiate** appropriate response activities when the Administrator or Secretary determines that **any hazardous substance is released or there is a threat of such release into the environment**, or there is a release or threat of release into the environment of **any pollutant or contaminant which may present an imminent and substantial danger** to the public health or welfare of the United States.

Response Operations

The first federal official affiliated with an NRT member agency to arrive at the scene of a discharge or release should coordinate activities under the NCP and is authorized to initiate, in

consultation with the OSC, any necessary actions normally carried out by the OSC until the arrival of the predesignated OSC. This official may initiate federal fund-financed actions only as authorized by the OSC or, if the OSC is unavailable, the authorized representative of the lead agency.

The OSC=s/RPM=s **efforts shall be coordinated with other appropriate federal, state, local, and private response agencies.** OSCs/RPMs may designate capable persons from federal, state, or local agencies to act as their on-scene representatives. The basic framework for the response management structure is a system (e.g., a unified command system), that brings together the functions of the federal government, the state government, and the responsible party to achieve an effective and efficient response, where the OSC maintains authority.

The OSC/RPM **should consult regularly with the RRT and NSFCC**, as appropriate, in carrying out the NCP and keep the RRT and NSFCC, as appropriate, informed of activities under the NCP.

The OSC/RPM shall advise the support agency as promptly as possible of reported releases.

The OSC/RPM should evaluate incoming information and immediately **advise FEMA of potential major disaster situations.**

In those instances where a possible public health emergency exists, the OSC/RPM **should notify the Department of Health and Human Services (HHS) representative to the RRT.** Throughout response actions, the OSC/RPM may call upon the HHS representative for assistance in determining public health threats and may call upon OSHA and HHS for assistance on worker health and safety issues.

The OSC/RPM **shall ensure that the trustees for natural resources are promptly notified** of discharges or releases. For discharges of oil, this notification will be to the maximum extent practicable as **provided in the Fish and Wildlife and Sensitive Environments Plan annex to the ACP** for the area in which the discharge occurs.

The OSC or RPM **shall coordinate all response activities with the affected natural resource trustees** and, for discharges of oil, the OSC **shall consult with the affected trustees on the appropriate removal action to be taken.** For discharges of oil, the trustees also will assure the OSC is informed of their **activities in natural resource damage assessment** that may affect response operations.

Where the OSC/RPM becomes aware that a discharge or release **may effect any endangered or threatened species or their habitat**, the OSC/RPM **shall consult with the Department of Interior (DOI), or the Department of Commerce (DOC) (NOAA)** and, if appropriate, the cognizant federal land managing agency.

The OSC **shall submit pollution reports to the RRT** and other appropriate agencies as significant developments occur during response actions, **through communications networks or procedures agreed to by the RRT and covered in the RCP.**

For discharges of oil, **the ACP should be consulted** for procedures to be followed for obtaining an expedited decision regarding the **use of dispersants and other products listed on the NCP Product Schedule.** Oil and contaminated materials recovered in cleanup operations shall be **disposed of in accordance with the RCP, ACP**, and any applicable laws, regulations, or requirements. **RRT and Area Committee guidelines** may identify the disposal options available during an oil spill response.

General Pattern of Response (when OSC receives report of a discharge - Oil)

Investigate the report to determine pertinent information such as threat posed to public health or welfare of the United States or the environment, the type and quantity of polluting material, and the source of the discharge.

Officially classify the size (i.e., minor, medium, major) **and type** (i.e., substantial threat to the public health or welfare of the U.S., worst case discharge) of the discharge and determine the course of action to be followed. Potential to be further classified as SONS?

When the reported discharge is an actual or potential **major discharge**, the OSC shall **immediately notify the RRT and the NRC**.

When the investigation shows that an actual or potential **medium discharge exists**, the OSC shall **recommend activation of the RRT, if appropriate**.

When the investigation shows that an actual or potential **minor discharge exists**, the OSC shall **monitor the situation to ensure that proper removal action is being taken**.

Ensure prompt notification of the trustees of affected natural resources **in accordance with the applicable RCP and ACP**.

Oil Spill Response to Substantial Threats to Public Health or Welfare of the U.S.

In the case of a substantial threat to public health or welfare of the United States, the OSC shall:

- 170 Assess opportunities for the use of various special teams and other assistance described in ' 300.145, including the use of the services of the NSFCC, as appropriate;
- 180 Request **immediate activation of the RRT**; and
- 190 Take whatever additional response actions are deemed appropriate, including but not limited to, **implementation of the ACP** as required by CWA section 311(j)(4) or relevant tank vessel or facility response plan required by CWA section 311(j)(5). When requested by the OSC, the **lead agency or RRT shall dispatch appropriate personnel to the scene of the discharge to assist the OSC**. This assistance may include technical support in the agency's areas of expertise and disseminating information to the public.

Response to Oil Spills of National Significance (SONS)

For a **SONS in the inland zone**, the EPA Administrator may name a **senior Agency official to assist the OSC** in communicating with affected parties and the public and coordinating federal, state, local, and international resources at the national level. This strategic coordination will involve, as appropriate, the NRT, RRT(s), the Governor(s) of affected state(s), and the mayor(s) or other chief executive(s) of local government(s).

Response to Worst Case Discharges (Oil)

If the investigation by the OSC shows that a discharge is a **worst case discharge as defined in the ACP**, or there is a substantial threat of such a discharge, the OSC shall:

- 200 Notify the NSFCC;
- 210 Require, where applicable, implementation of the worst case portion of an approved tank vessel or facility response plan required by CWA section 311(j)(5);
- 220 Implement the **worst case portion of the ACP** required by CWA section 311(j)(4); and
- 230 Take whatever additional response actions are deemed appropriate.

On-Scene Coordinators (OSCs) and Remedial Project Managers (RPMs)

General Responsibilities:

The OSC/RPM directs response efforts and coordinates all other efforts at the scene of a discharge or release. As part of the planning and preparedness for response, OSCs shall be predesignated by the regional or district head of the lead agency.

The USCG shall provide OSCs for oil discharges within or threatening the coastal zone, and for the removal of releases of hazardous substances, pollutants, or contaminants into or threatening the coastal zone.

EPA shall provide OSCs for discharges or releases into or threatening the inland zone, and shall provide RPMs for federally funded remedial actions (some exceptions).

OSCs and Area Contingency Plans (ACPs):

In general, USCG Captains of the Port (COPT) shall serve as the designated OSCs for areas in the coastal zone for which an ACP is required under CWA section 311(j).

EPA Regional Administrators shall designate OSCs for areas in the inland zone for which an ACP is required under CWA section 311(j).

The OSC is responsible for overseeing development of the ACP in the area of the OSC=s responsibility. ACPs shall, as appropriate, be accomplished in cooperation with the RRT, and designated state and local representatives. In contingency planning and removal, the OSC coordinates, directs, and reviews the work of other agencies, Area Committees, responsible parties, and contractors to assure compliance with the NCP, decision document, consent decree, administrative order, and lead agency-approved plans applicable to the response.

See ACP materials

Regional Contingency Plan (RCP) Requirements

The RRTs, working with the states, shall develop federal RCPs for each standard federal region, including Oceania in the Pacific, to coordinate timely, effective response by various federal agencies and other organizations to discharges of oil or releases of hazardous substances, pollutants, or contaminants. RCPs shall, as appropriate, include information on all useful facilities and resources in the region, from government, commercial, academic, and other sources. To the greatest extent possible, RCPs shall follow the format of the NCP and be coordinated with state emergency response plans, ACPs, and Title III local emergency response plans. Such coordination should be accomplished by working with the SERCs in the region covered by the RCP. RCPs shall contain lines of demarcation between the inland and coastal zones, as mutually agreed upon by USCG and EPA.

APPENDIX VIII

TELEPHONE ROSTER

RRT R9 Membership List and Emergency Contact Numbers

| | | | |
|---|---|---|---|
| US EPA RRT Mainland Co-Chair | Dan Meer Chief, Response, Planning and Assessment | US EPA, RPA Branch, SFD-9, 75 Hawthorne St., San Francisco, CA 94105-3901 | (415) 972-3132 Mobile (415) 971-6792 meer.dan@epa.gov |
| US EPA RRT Mainland Alternate Co-Chair | Bill Robberson RRT Mainland | US EPA, RPA Branch, SFD-9A, 75 Hawthorne St., San Francisco, CA 94105-3901 | (415) 972-3072 Cell (415) 307-7720 Robberson.Bill@epa.gov |
| USCG RRT Mainland Co-Chair | Capt. William Fells USCG 11 th CG Dist | | Wfells@d11.uscg.mil |
| Alternate(?) | | | |
| Arizona | Dan Roe, Executive | Arizona Emergency | (602)231-6345 |

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| Member | Director Arizona Emergency Response Commission | Response Commission, 5636 East McDowell Rd., Phoenix, AZ 85008 | Mobile: (602) 215-5718 RoeD@dem.state.az.us |
| Alternate (?) | | | |
| California Alternate | Cathi Slaminski, Hazardous Substances Scientist, California Office of Emergency Services | California OES P.O. Box 419047 Rancho Cordova, CA 95741-9047 | (916)845-8779 Pager (916)594-2109 Cathi_Slaminski@oes.ca.gov |
| California Member | Kurt Ladipow | | |
| Federal Emergency Management Agency Co-Member | Ken Chin Federal Emergency Management Agency | FEMA RIX 1111 Broadway, Ste 1200, Oakland, CA 94607 | (510) 627-7235 Ken.Chin@fema.gov |
| Federal Emergency Management Agency Co-Member | Todd Smith Federal Emergency Management Agency | FEMA RIX 1111 Broadway, Ste 1200, Oakland, CA 94607 | (510) 627-7235 Todd.Smith@fema.gov |
| NOAA Member | Heather Parker Hall National Oceanic and Aeronautical | | (510) 437-5344 Mobile (206) 321-3320 Heather.parker@noaa.gov |
| NOAA | Cdr Steven Thompson | | (206)499-1118; (707)575-6067 |
| Nevada Member | Gary Derks NV Department of Emergency Management | 107 Jacobson Way Stewart Facility Carson City, NV 89711 | (775)687-7360 (775)687-4240 gsd@quik.com |
| US DHHS Member | John Walmsley Department of Health and Human Services | | (415) 437-8071 Pager (800) 759-846-6642; 846-6642 Jwalmsley@dhhs.gov |
| Department of Defense U.S. Navy Member | John Owens U.S. Navy | | Owens.john@cnrsw.navy.mil |
| Department of Defense U.S. Navy Member | Don Montoyo U.S.Navy | | (619)556-3135 montoyo.don@cnrsw.navy.mil |
| Department of Energy Member | Michael J. Cornell US DOE, Radiological Assistant | | |
| US DOI Member | Pat Port Office of Environmental Policy | Department of the Interior | (510) 817-1477 (415) 420-0524 oepcsfn@aol.com |
| US DOI Alternate | Chip Demarest, IOS, DOI | Department of the Interior | (510) 817-1477 chip_demarest@ios.doi.gov |
| US DOT Member | Patricio Romero US DOT/REPA | | (909) 937-3279 X225 pat.romero@fws.gov |
| US FWS | Damian Higgins | US Fish and Wildlife | (775)861-6337 damian_higgins@fws.gov |

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| US GSA Member | Bob Brown | General Services Administration | Pager (800) 759- 8888/1163116 Bob.brown@gsa.gov |
| US GSA | Fannie Caicedo | General Services Administration | Fannie.caicedo@gsa.gov |
| US HHS Member | Bill Nelson ATSDR | US HHS | Billnelson@cdc.gov |
| US HHS Alternate | Gwen Eng ATSDR | US HHS | Gweneng@cdc.gov |
| US HHS Alternate | Libby Levy ATSDR | US HHS | (415) 947-4319 libby.levy@cdc.gov |
| USDA Forest Service Member | Belinda Walker | USDA/Forest Service 1824 S. Commercenter Circle, San Bernardino, CA 92408 | (909) 884-6634 X3180 Pager (909) 432-1054 Bwalker@fs.fed.us |
| USDA Forest Service Alternate | Anne Fischer | USDA/Forest Service | (602) 225-5389 Pager (602)593-9856 |